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Approved For Release 2001/07/12 : CIA-RDP83T00573R000300140001-6

OTE
ODP # 0-1536
J

MEMORANDUM FOR: Director of Data Processing

FROM:

[REDACTED]
Midcareer Course Director

25X1A

SUBJECT:

Arrangements for Presentation to
Midcareer Course No. 74

1. This will confirm our invitation for you to speak to Midcareer Course No. 74 on the subject and at the time indicated in the attached schedule. Your presentation will take place in Room 916, Chamber of Commerce Building. Spaces 66 and 67 in the student parking lot across from the building have been reserved for speaker use during this course.

25X1A

2. If you will be using slides, vugraphs, or any other visual aids, please let our training assistant, [REDACTED] know in advance. [REDACTED] can be reached on extension 2003. If you have any questions regarding the Midcareer program, please let us know.

25X1A

[REDACTED]
25X1A

Attachment:

Course Schedule (S)

DOWNGRADE TO UNCLASSIFIED
UPON REMOVAL OF ATTACHMENT

DERIVATIVE CL BY 012601
REVIEW ON 5 DECEMBER 2000
DERIVED FROM A9c11.3

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MIDCAREER COURSE

NO. 74

2 NOVEMBER - 5 DECEMBER 1930

INTELLIGENCE SCHOOL

OFFICE OF TRAINING AND EDUCATION

DERIVATIVE CL BY 012601
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FRIDAY, 21 NOVEMBER
(CHAMBER OF COMMERCE)

DIRECTORATE OF ADMINISTRATION

0900-0930 Overview of the Directorate
of Administration



25X1A

0930-1020 Logistical Support
of Agency Activities

James H. McDonald
Director of
Logistics

Responsible for the logistical support of worldwide operations, the Office of Logistics manages uniquely varied activities that range from printing, photography, and construction, to the opera-

Mr. McDonald will describe these various responsibilities as they relate to the changing operational environment overseas and in the Washington, DC area. 25X1A

1030-1100 Individual Presentation



25X1A

DA/OL

1110-1200 Developments in
Agency Communications

Deputy Director of
Communications 1A

Communications are a vital link in all Agency activities at Headquarters and overseas. [Redacted] will describe the various forms of communications handled by his office, the types of equipment employed, and the outlook for the future in terms of advancing technology. 25X1A

LUNCH

Optional Videotape - "Future Shock"

1300-1350 The Role of Computers
in Support of Agency
Activities

Bruce Johnson
Director of
Data Processing

The computer is here to stay in the Agency--as an information processor, as an analytical tool, and as an aid to managers. You will be acquainted with current and projected uses of computer systems in the Agency, with some existing programs, and with how ODP can be helpful to you as a potential user of computers.

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